

**NOTICE OF REGULAR MEETING  
BOARD OF DIRECTORS  
HARRIS COUNTY APPRAISAL DISTRICT**

**STATE OF TEXAS  
COUNTY OF HARRIS**

NOTICE is hereby given of a regular meeting of the Board of Directors of the Harris County Appraisal District, Harris County, State of Texas, to be held Wednesday, February 19, 2020 at 9:30 a.m., at 13013 Northwest Freeway, 7<sup>th</sup> Floor, Houston, Texas.

*Doors will be open to the public 15 minutes prior to the scheduled meeting time.*

The subjects to be discussed or considered or upon which any formal action may be taken are listed below.

**AGENDA ITEMS**

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Presentation of Service Awards.
5. Recognition of Employees of the Month.
6. Comments from members of the public.

a. 3 minutes

*A speaker whose subject matter as submitted relates to an identifiable item of business on this agenda will be requested by the chair to come to the podium where they will be limited to three (3) minutes. (If the speaker is addressing the board through a translator, they will be limited to six (6) minutes.)*

*A speaker whose subject matter as submitted does not relate to an identifiable item of business on this agenda will be limited to three (3) minutes if they have not appeared at any of the four preceding board meetings. (If the speaker is addressing the board through a translator, they will be limited to six (6) minutes.)*

b. 1 minute

*A speaker whose subject matter as submitted does not relate to an identifiable item of business on this agenda and who has appeared at any of the four preceding board meetings will be limited to one (1) minute. (If the speaker is addressing the board through a translator, they will be limited to two (2) minutes.)*

**CONSENT AGENDA**

7. *“All matters listed under consent agenda are considered to be routine and will be enacted by one motion, there will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.”*
  - a. Review and approve minutes of the regular meeting of January 15, 2020.

- b. Authorize the chief appraiser to exercise the third renewal option on a contract with Questmark Information Management, Inc. (QIM) for printing and mailing services with an estimated cost of \$730,000 for 2020, no increase from 2019.
- c. Authorize the chief appraiser to renew the annual Halogen Software license and maintenance contract for talent management services, with an increase of \$5,169.35 or 8%.
- d. Authorize the chief appraiser to exercise the first renewal option on a contract with Corestaff Services for temporary staffing services with an estimated cost of \$250,000 for 2020, with no increase.
- e. Review and approve the updated list of payees for which checks over \$25,000.00 may be signed by staff.
- f. Receive the district's monthly financial reports.
- g. Authorize payment of bills and payroll.

#### **ACTION ITEMS**

- 8. Review and approve purchase of replacements for the remaining legacy access switches and the core switch in the district's data center.
- 9. Review and approve an upgrade of the data transfer architecture for the district's network.

#### **DISCUSSION ITEMS**

- 10. Report on mailing dealer inventory reporting materials.
- 11. Report on the mailing of 2020 personal property renditions.
- 12. Report on the manufacturing plant explosion on January 24, 2020 in Northwest Harris County.
- 13. Report on the property value study preliminary findings for 2019.
- 14. Report on HB 492 - temporary exemption for qualified property damaged by a disaster.
- 15. Report on protests and hearings, including iFile and iSettle activities.
- 16. Report from the Taxpayer Liaison Officer concerning the status of all comments, suggestions, and complaints in accordance with Sec. 6.052(c), Tax Code.


17. Report from the Appraisal Review Board Chairman concerning the progress of hearings, attendance by members of the appraisal review board at hearings, and activities of the executive office and the board's attorney.
18. Discussion between members of the Board of Directors and the Chief Appraiser regarding matters covered by Sec. 6.15, Tax Code.
19. Executive session for the purpose of: (a) private consultation with the board's attorney regarding (i) pending and potential litigation, (ii) settlement of pending appeals to the State Office of Administrative Hearings, (iii) settlement of pending arbitrations under Texas Tax Code Chapter 41A, and (iv) settlement of pending litigation under Texas Tax Code Chapter 42; (b) considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer, or employee, including the duties and appointment of the chief appraiser ; (c) considering the deployment, or specific occasions for implementation of security personnel or devices; (d) deliberating the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person, as permitted by the Open Meetings Act, Chap. 551, Government Code.

**OTHER MATTERS AND ADDITIONAL ACTION ITEMS**

20. Consider and approve settlement of pending litigation, pending appeals to the State Office of Administrative Hearings, and pending arbitrations.
21. Consider authorization of appeals under Sec. 42.02, Tax Code.
22. Approve application for extended sick leave.
23. Adjournment.

WITNESS MY HAND AND OFFICIAL SEAL of the district this 12<sup>th</sup> day of February 2020.  
CONTACT 713/957-5299.



  
Mike Sullivan, Secretary